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27 December 1971

MEMORANDUM FOR: Director of Personnel

SUBJECT : 27 December 1971 Report on the Overview History  
of Personnel Administration, 1948-1968

1. Some 140 Source References, mainly from the Oral History, were revised and clarified in line with the criticisms and editorial comments of the Historical Staff. Revision was resubmitted to [REDACTED] on 21 December 1971.

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2. The minor rewriting of these chapters and their complete re-typing to make the editorial corrections suggested by the Historical Staff is now the big job facing us as soon as [REDACTED] gives the word to go ahead. He has asked me to hold up temporarily until he can show the manuscript to other members of the Historical Staff. Given the outstanding clerical and typing support I have been getting from [REDACTED] secretary, I estimate this job can be done within a month and a half after we get the go ahead from [REDACTED]

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3. The writing of Chapter V, Administering to the Human Side, has been completed and the chapter is now being typed for submission to the Historical Staff shortly.

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4. The master index which I made in [REDACTED] has been disrupted by the revision and by changes in page numbers and the like. This item, which I consider extremely important, must await the final draft and will therefore be dealt with at that time. Retirement of documents can begin as the final typing proceeds and will be done in close collaboration with Messrs [REDACTED]

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